

2025-2026 ESC Positions Guide

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Introduction

The Executive Student Committee (ESC), formed in 2008, is the Institute's only student-run committee intended to help Student Chapter members get the most out of AIChE. The ESC seeks to (a) help improve Student Chapters; (b) encourage inter-chapter communication; (c) serve as the liaison between Student Chapters and the Institute; (d) motivate Student Chapter members to be active in other aspects of AIChE; and (e) encourage Student Chapter members to continue their relationship with AIChE beyond graduation. Committee member positions are open to all undergraduate Student Chapter members.

Executive Committee

Chair

The ESC Chair provides leadership and direction for the committee. The Chair attends Student Chapters Committee (SCC) meetings. The Chair is expected to host bi-annual conference calls with all ESC members. The Chair is elected in advance of the Annual Student Conference and serves in its elect position until starting its term in May of the following year. After completing his or her term as Chair, he or she serves as Past Chair for the next term. AIChE email: chairman.esc@gmail.com.

Past Chair

The Past Chair serves as an advisor for the Executive Committee and remains available to answer questions or engage in discussion with ESC leaders. AIChE email: pastchair.esc@gmail.com.

Vice Chair

The Vice Chair attends joint effort meetings with other Institute entities, including the Young Professionals Committee, Local Sections, and Student Chapter Committee (SCC), in absence of the Chair. The Vice Chair also oversees the ESC finance and recognition programs. The Vice Chair is elected in advance of the Annual Student Conference and serves in its elect position until starting its term in May of the following year. AIChE email: vicechairman@gmail.com.

National Director

The National Director oversees nine regional subcommittees: Mid-America, Mid-Atlantic, North Central, Northeast, Pacific Northwest, Rocky Mountain, Southern, Southwest, and Western. The National Director leads monthly meetings with regional subcommittee chairs to discuss the status of the regions and ESC initiatives. The National Director helps the regional subcommittee chairs to prepare for the Presidents Meetings held at the Student Regional Conferences. The National Director is elected in advance of the Annual Student Conference and serves in its elect position until starting its term in May of the following

year. The National Director must belong to an AIChE Student Chapter located in the United States of America, Canada, or Mexico. AIChE email: national.director.esc@gmail.com

Global Director

The Global Director oversees five regional subcommittees: Asia-Pacific, Europe and Africa, Latin America, Middle East, and Southern Asia. The Global Director leads monthly meetings with regional subcommittee chairs to discuss the status of the regions and ESC initiatives. The Global Director helps orient new AIChE Student Chapters. The Global Director is elected in advance of the Annual Student Conference and serves in its elect position until starting its term in May of the following year. The Global Director must belong to an AIChE Student Chapter located outside of the United States of America, Canada, or Mexico. AIChE email: global.director.esc@gmail.com.

Programming Director

The Programming Director is an Executive Committee position, serving alongside the Chair, Vice Chair, Global Director, and National Director. The Programming Director oversees four ESC subcommittees:

1. Conference Experience Subcommittee
2. Publications Subcommittee
3. K-12 Outreach Subcommittee
4. Sister Chapter Subcommittee

The Programming Director is expected to oversee and assist programming subcommittee chairs. The Programming Director is to attend bimonthly Executive Committee meetings. For the 2020-2021 term, the Programming Director will be responsible for appointing its respective subcommittees' chairpersons in coordination with the ESC Chair. Additionally, the Programming Director will be expected to assist in the formation of the K-12 Outreach Subcommittee. AIChE email: esc.programming.director@gmail.com

PR & Marketing Director

The PR & Marketing Director is an Executive Committee position, serving alongside the Chair, Vice Chair, Global Director, Programming, and National Director. The Director oversees the publications subcommittee and oversees and assists the chairs. The Publications Subcommittee is described further down below.

Regional Subcommittees

Regional Subcommittee Chair (Regional Chair)

Regional Chairs correspond with the Regional Liaisons (RL's) serving the Region. A Regional Chair's duty is to oversee his or her Region of AIChE Student Chapters. More specifically, the Regional Chair works with Regional Liaisons to help grow and improve Student Chapters, assist with any problems the Regional Liaisons may encounter, and serve as a liaison between the Region and the Region's respective ESC Director position. Regional Chairs are expected to assign the Student Chapters in the Region to the Regional Liaisons. Regional Chairs are responsible for hosting monthly calls with the Regional Liaisons serving the Region and ensuring that the RL's are meeting with their assigned Student Chapters monthly. Additionally, Regional Chairs are expected to host biannual All-Region Calls with the Region's Student Chapter Presidents, ESC Liaison Officers, Regional Liaisons, and an AIChE staff member in attendance. Regional Chairs are also expected to attend any All-ESC calls held and participate in monthly calls with the other Regional Chairs. Regional Chairs are expected to attend the Presidents Meeting at the Annual Student Conference and lead the Presidents Meeting at the Regional Student Conference. Regional Chairs are to communicate with the Regional Conference Planning Chair to help with conference planning and host the Presidents Meeting and ESC meeting at the Regional Student Conference. Regional Chairs are to track metrics on the Student Chapters in the Region by collecting information from RL's including: strengths, weaknesses, size of Chapter, and when leadership transitions occur. Lastly, the Regional Chair is responsible for ensuring that the Student Chapter leadership information is up to date within the Region.

Regional Subcommittee Member (Regional Liaison)

Regional Liaisons correspond with Student Chapters in his or her region monthly. Regional Liaisons are to help grow and improve assigned Student Chapters, assist with any problems the Chapters may encounter, and serve as a liaison between the Student Chapters and the Regional Chair. Regional Liaisons are expected to participate in monthly calls with other Regional Liaisons and attend region-wide and ESC-wide conference calls.

Conference Experience Subcommittee

The Conference Experience Subcommittee works to improve attendees' AIChE student conference experiences. Additionally, the subcommittee works to:

- Facilitate communication between AIChE student conference host schools globally.
- Help generate interest among Chapters in holding a Student Regional Conference and aid in the host school selection process.

- Campaign to increase participation in AIChE student conferences and their affiliated competitions and events.
- Identify common difficulties faced when planning an AIChE student conference and take steps to address and resolve the issues.

Publications Subcommittee

The Publications Subcommittee informs Student Chapters of AIChE news and activities. The Publications Subcommittee compiles the monthly ESC newsletter, contributes student written ChEnected blog posts, and manages the ESC website and social media.

Publications Subcommittee Chair (Publications Chair)

Oversees and ensures that social media for the ESC stays current and updated. Also send monthly reports to the PR/Marketing Director about social media posts, Engage Posts, and Chennected posts

ChEnected Writer

Work with the ChEnected Contributors to get articles ready for publishing. Also make sure that content is up-to-date.

Social Media Coordinator

Manages social media for all of our social media platforms, including but not limited to Facebook, Twitter, Instagram, etc,. Also creates a social media calendar to be shared with the Publications Coordinator and PR/Marketing Director to make sure that all social media accounts stay up to date.

Webmaster

Maintains the ESC website to make sure information is current and up-to-date.

Newsletter Coordinator *

Maintains the information needed for a monthly ESC Newsletter. Also works with AIChE Staff to make sure that any and all ESC information is shared for the AIChE student newsletter.

Graphic Designer

Works to design graphics for events and conferences. Works with AIChE Staff to promote ESC based designs. Also assists with ChEnected posts. Attends calls set up by the Publications Chair.

K-12 Outreach Subcommittee

The K-12 Outreach Program seeks to connect AIChE Student Chapters with each other and with K-12 students. Student Chapters are encouraged to share their experience in K-12 outreach through modules that contain information about science demonstrations and experiments that they've found to be most successful. By making such resources available, the ESC hopes to engage more Student Chapters in K-12 outreach.

Works with the K-12 Outreach Committee for the K-12 Outreach Competition at the National Conference, and supports student chapters looking to create K-12 outreach Modules.

Sister Chapter Subcommittee

The Sister Chapter Subcommittee of the ESC helps promote and support the Sister Chapter Program. Subcommittee members help prospective Sister Chapters find a match using the [Sister Chapter Interest Survey](#) and provide new Sister Chapters guidance on how to get started. Additionally, the subcommittee works to keep the current Sister Chapters engaged in the Program by providing event ideas and resources. Sister Chapter Subcommittee members also remain available to address problems or questions posed by a Sister Chapter. Lastly, the subcommittee nominates outstanding Sister Chapters for the monthly ChEnected Sister Chapter Spotlight